

Office of City Auditor 2011 Annual WMBE Plan

Mission of the Office of City Auditor: The mission of the Office of City Auditor is to help the City of Seattle achieve honest, efficient management and full accountability throughout City government. The Office of City Auditor serves the public interest by providing the City Council, the Mayor, City managers, and Seattle's citizens with accurate information, unbiased analysis, and objective recommendations on how best to use the City's resources.

What We Do: We conduct audits, program evaluations and other projects and convey this work in audit reports, fact sheets, presentations and other forms of communication. The topics of our audits, evaluations and projects cover the entire spectrum of Seattle City government activities. Many of the audits and projects we select are in response to concerns or requests from City Councilmembers. If resources are available, we will respond to specific requests from the Mayor, department heads, or citizens. We will also independently initiate reviews to fulfill our mission.

Our goal is to perform evaluations that will answer questions that matter to people inside and outside of City government. This work enables the City of Seattle to reduce, avoid, or recover costs, alert City officials to potential problems that could undermine the public's trust in government, and help City officials ensure they are doing the correct things in the appropriate ways.

Our goal is to provide the City with audit and evaluation services that are useful, objective and accurate.

- We strive to perform relevant and timely work.
- We adhere to the very demanding professional requirements described in the Government Auditing Standards.
- Our office is independent of the Mayor and the City Council in selecting assignments, conducting work and writing reports.

Types of questions the Office of City Auditor answers:

- Are City programs being carried out in compliance with applicable laws and regulations?
- Do opportunities exist to eliminate inefficient use of public funds and potential waste?
- Are funds being spent legally, and accounted for accurately?
- Are programs achieving desired results?
- Can program objectives be achieved at lower costs?
- Can quality of service be improved without increasing costs?
- Are programs utilizing best practices?
- What emerging or key issues should the City Council and the Mayor consider?

The type of product resulting from a particular project depends on the project's objectives and the needs of the City Council, Mayor and/or the City's executive managers. We communicate the

results of our work primarily through written reports and City Council briefings. Our results are published on our website at seattle.gov/audit

WMBE Goals. Our office does very little contracting, and the contract amounts are small. We issued one contract in 2009 and one in 2010. In the last five years we have issued 13 contracts, of which 7 (54%) were with WMBE firms. We generally use the City's consultant roster, which provides opportunities for small businesses to compete for City contract opportunities. As contracting opportunities arise, we will continue our commitment to provide opportunities for WMBE firms to work with us.

Outreach. We encourage WMBE firms with expertise in the areas we contract for to apply to be on the City's consultant roster.

Department Training. Mary Denzel, the Deputy City Auditor, handles the contracting process when we have occasion to use consultants. She participated for five years in the City's Consultant Contracting Advisory Group (CCAG) which provided considerable training in the City's efforts to provide opportunities for women and minority business enterprises (WMBEs). The Office of City Auditor will participate in citywide training and any other informational exchanges that provide the office with the tools to make more informed contracting decisions.